

Participant information sheet (Employer)

Invitation to take part in the research study Practices in New Zealand Software Organisations - Phase 2

May 27th 2010

Dear employer,

My name is Diana Kirk and I am a Research Fellow with the Department of Computer Science at The University of Auckland. I would like to invite your organisation to take part in a research study to investigate how software practices are carried out in New Zealand and how these practices might result in benefits and issues during project implementation. As with all research, the aim is one of discovery. We would like to learn from your organisation.

The study is funded by the Foundation for Research, Science and Technology (FRST), contract # UOAX 0711. The Principal Investigator for the project is Associate Professor Ewan Tempero from the Department of Computer Science. I will be implementing the research. Your organisation is being approached for participation because it is listed in an online directory of software organisations, or because you have an existing relationship with either UniServices at The University of Auckland or a member of the investigation team.

As an Employer-participant, you are invited to:

- Take part in one online survey, taking approximately 30 minutes, in which you will be asked to provide information about your organisation (for example, business area, size).
- Encourage employees involved in the software function to take part in one online survey.

In the employee surveys, I will ask some questions about the software practices implemented in your organisation and in which (s)he participates. (S)he will also be asked about how (s)he believes group effectiveness might be improved. The survey will take approximately 30 minutes. Results from employee surveys will not be reported back to you. We need your assurance that an employee's decision regarding participation will not affect the status of the employee in any way.

Data collected in this research will be used as the basis of a report that summarises the state of software practices in New Zealand. Data will be stored by a unique identifier allocated to the organisation and not by organisation or participant name. Data will be stored electronically and

will be available to only the Principal Investigator and myself. Data and Consent Forms will be stored for six years from completion of the research and will then be destroyed in a secure way. Data provided by you will be used only for this research project.

Should you agree to participate, you may request removal of the data for your organisation for a period of one month after agreement to participate. For any results published as a result of the research, results will be in summary form with no risk of either organisation or individual being identified.

Your participation and feedback will be of great value in helping us identify more effective ways of developing computer software. All organisations participating in the research will receive a summary of the research findings. If you are willing to participate in this research, please complete the enclosed Consent Form and email me at dkir006@aucklanduni.ac.nz. Contact details are provided below for queries.

Kind Regards,

Dr. Diana Kirk

Contact details:

Associate Professor Ewan Tempero
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Dr. Diana Kirk
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Professor Gill Dobbie
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For any queries regarding ethical concerns you may contact the Chair, The University of Auckland Human Participants Ethics Committee, The University of Auckland, Office of the Vice Chancellor, Private Bag 92019, Auckland 1142. Telephone 09 373-7599 extn. 83711.

APPROVED BY THE UNIVERSITY OF AUCKLAND HUMAN PARTICIPANTS ETHICS COMMITTEE ON *March 04th 2010 for (3) years, Reference Number **2010/054**.*